

Professional Conduct Committee appoints Complaint Review Team (CRT)
CRT = Board LSRP
Board Non-LSRP
Staff Attorney

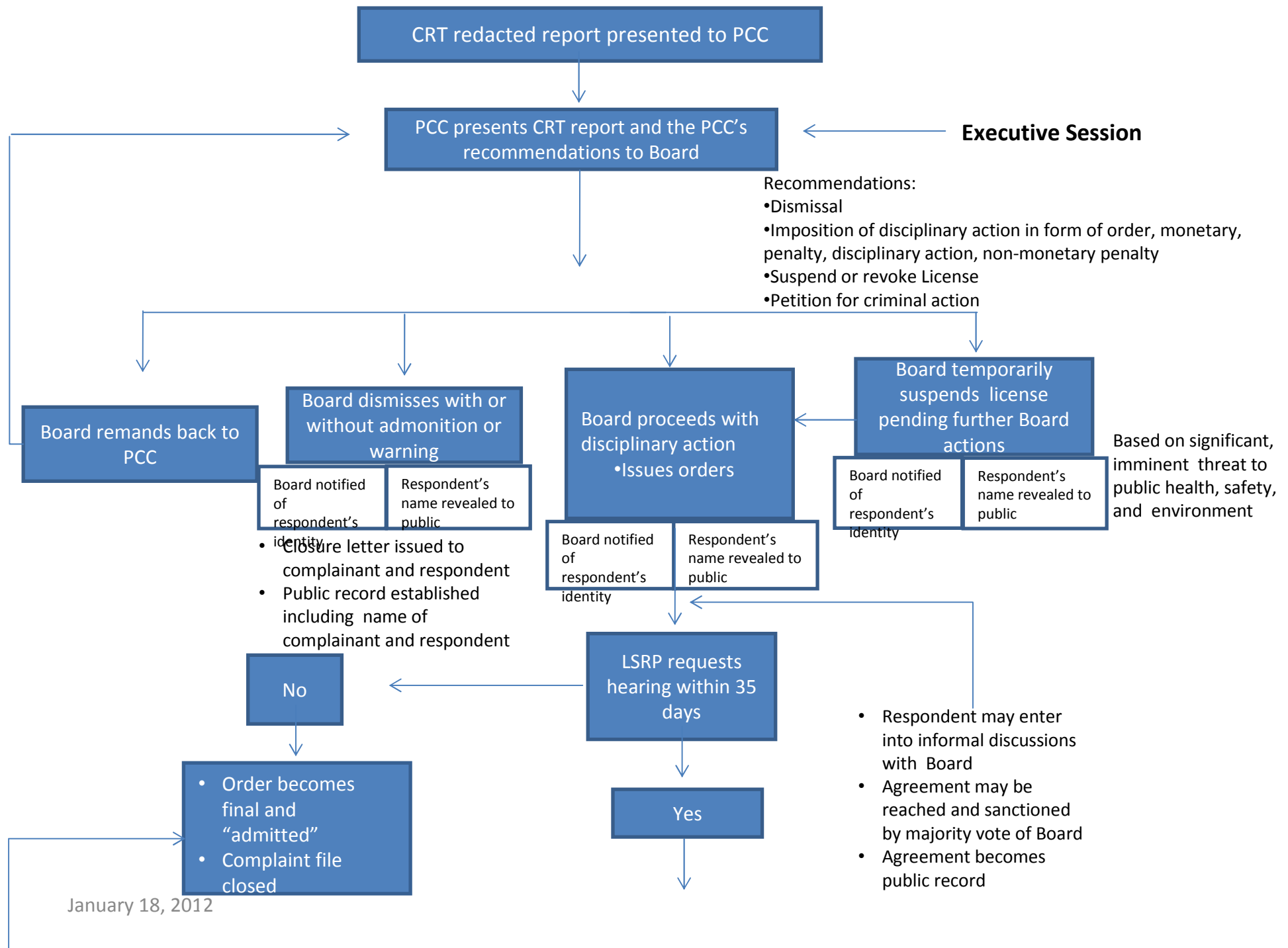
- Each CRT member certifies they are free of conflict and can fairly and objectively investigate the complaint

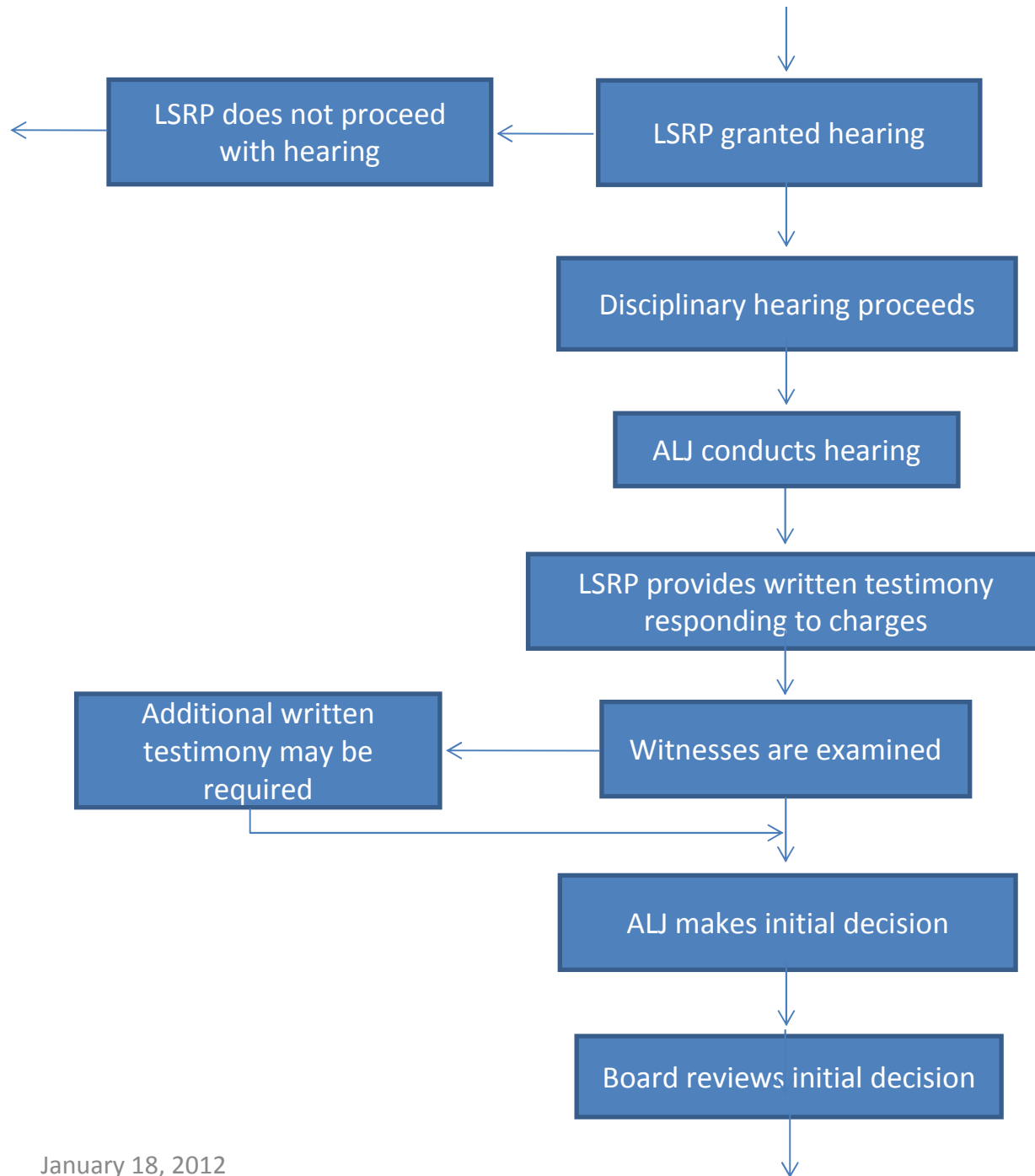
CRT investigates complaint as charged by the PCC including potential COC violation and case circumstances

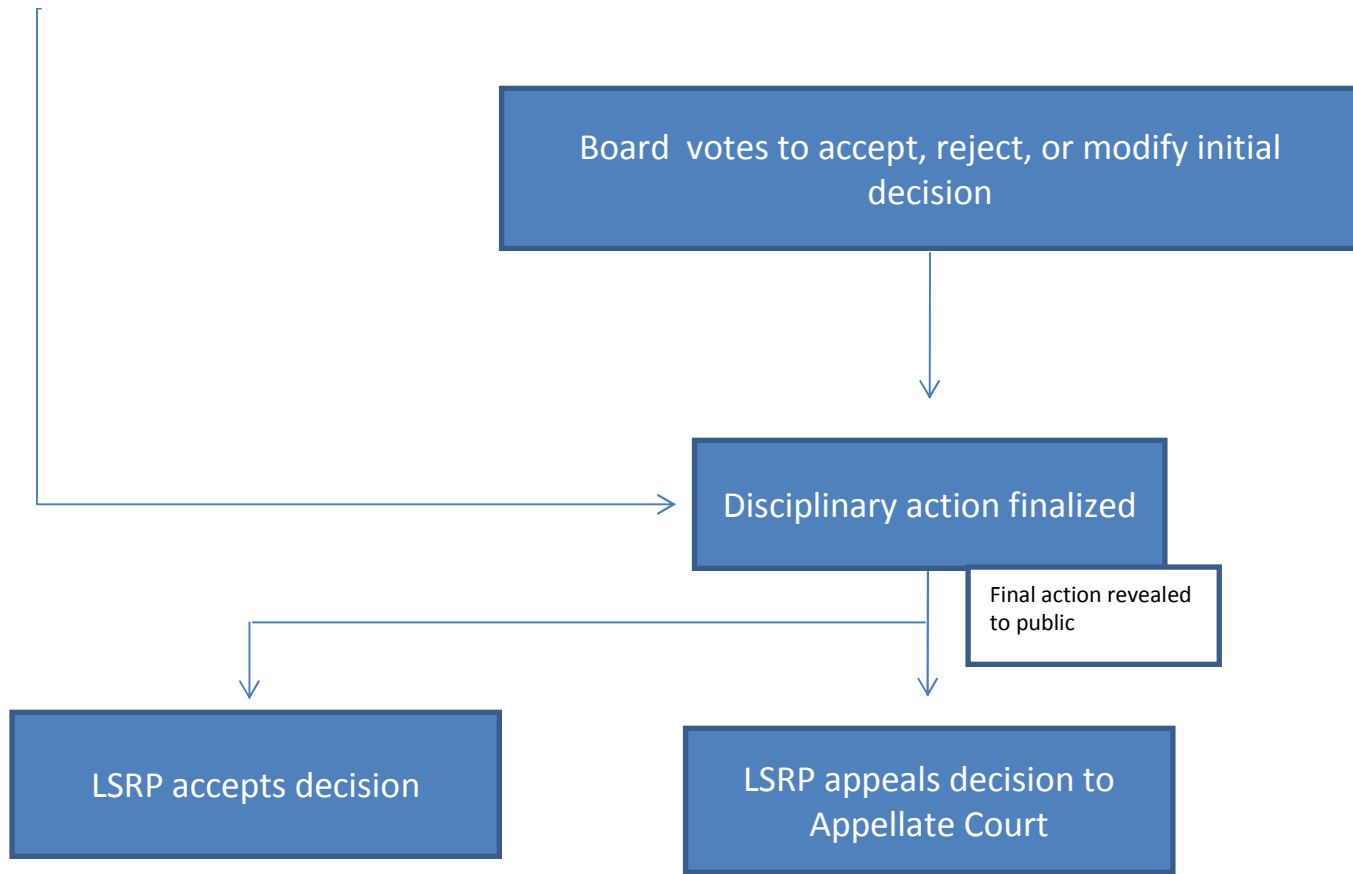
- Name of complainant and respondent revealed to CRT
- CRT obtains readily available information from respondent, complainant, and available files
- CRT examines LSRP file (record of complaints and/or prior decisions)
- Respondent and complainant are asked to provide all pertinent information to aid the investigation. (contracts, reports, correspondence, proposals, etc.)
- CRT may call third party witnesses if appropriate
- Respondent and complainant are offered the opportunity to be interviewed
- CRT may investigate other cases performed by LSRP if relevant to investigation
- Prior to recommending dismissal, complainant is offered opportunity to provide additional information

CRT prepares report

- Chronology of complaint
- Statement of findings
- Validity of complaint
- Grounds for disciplinary action
- Recommendation re: type of disciplinary action
- Specific violation of COC
- Brief redacted synopsis prepared







ALJ = Administrative Law Judge
COC = Code of Conduct
CRT = Complaint Review Team
LSRP = Licensed Site Remediation Professional
PCC = Professional Conduct Committee